Approved For Release 2006/11/13 : CIA-RDP75-00399R000100130166-0

Classification

REPORTS INVENTORY

PREPARE IN DUPLICATE

CONTROL NO. feeder report for DDS/OL/PD - 14

1. TITLE OF REPORT (If a fill-in report include Form No.)

Contract Procurement Activity (2936)

2. TYPE OF REPORT: [X] STATISTICAL [ ] NARRATIVE [ ] MACHINE-NAME LISTING

3. FUNCTIONAL AREA: [ ] PERSONNEL [ ] TRAINING [ ] ADMIN. GENERAL [X] LOGISTICS [ ] SECURITY [ ] OTHER (specify) [ ] MEDICAL [ ] FINANCE

4. NO. OF COPIES PREPARED: Orig. & 1

5. FREQUENCY (weekly, monthly, quarterly, etc.): Monthly

6. DISTRIBUTION (No. of components not number of copies): C/PD & Originating Section

7. FORMAT (memorandum, form computer print-out, etc): Form No. 2936

8. ADP PROCESSING: [ ] YES [X] NO — IF YES GIVE ADP PROCESSING NO.

9. DIRECTIVE AUTHORITY REQUIRING REPORT: OL/PD Note No. 14, 19 and 26

10. PREPARING COMPONENT (include lowest level contributing information to report): ICS/PD/OL

11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
GS-6	$ 3.86		1 Hour		$3.86		12		$46.32
GS-15	$12.10		1/4 Hour		$3.03		12		$36.36

B. COSTS OF COMPUTER PRODUCED REPORTS

TOTAL COSTS PER YEAR: $82.68

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT

[X] RETAIN AS IS [ ] CHANGE [ ] DISCONTINUE [ ] OTHER (explain)

ESTIMATED SAVINGS: MAN-HOURS | DOLLARS: STAT

16. DATE OF INVENTORY: 22 Sept. 1970

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

18. EXTENSION

STAT

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